



# Non-Merit Job Vacancy Announcement

## **SYSTEMS ANALYST III**

<b>Pay Grade:</b>	15	<b>Position Type:</b>	Full Time
<b>Salary or Range:</b>	\$3,230.84 - \$4,280.10	<b>Work Schedule:</b>	Monday - Friday
<b>FLSA Designation:</b>	Exempt	<b>Work Week:</b>	37.5 Hours

**Agency:** Department Of Military Affairs - Division Of Emergency Management  
**Work Address:** 100 Minuteman Parkway, Frankfort Kentucky  
**Work County:** Franklin

### **AGENCY COMMENTS:**

This position is an Unclassified, Non-Merit, Non-Chapter position under KRS 36.040(1)(r ).

### **DESCRIPTION OF JOB DUTIES:**

Responsible for the oversight and supervision of activities of agency data processing, data management technology systems and IT support personnel in conjunction with the development, implementation, user support and maintenance of computer programs and systems, software, hardware and data systems. Supervises the activities of and provides technical direction to contractors and employees responsible for the development and implementation and maintenance of the division's software systems. Assesses the Operations and Recovery Branch's system needs, costs and functionality and initiates necessary modifications in computer hardware and software. Prepared, reviews and or evaluates state reports and reconciles state documentation with federal reports; contacts KyEM fied personnel, state, local and federal officials regarding program policy and reports and provides IT support, policy compliance and training. Develops, coordinates and presents data systems-specific training to internal users and .statewide stakeholders. Liaisons with military (J6) peers to ensure seamless integration of agency systems with military security protocols and IT requirements. Performs emergency response activities during Commonwealth Emergency Operations Center activations. Other duties as assigned.

### **MINIMUM REQUIREMENTS:**

#### **EDUCATION:**

Graduate of a college or university with a bachelor's degree.

#### **EXPERIENCE:**

Must have three years of professional experience in computer programming, systems analysis, systems support and/or computer operating systems.

#### Substitute EDUCATION for EXPERIENCE:

Related technical or vocational training will substitute for the bachelor's degree requirement on a year for year basis. A master's degree in computer science will substitute for one year of the required experience.

#### Substitute EXPERIENCE for EDUCATION:

Experience in computer programming, systems analysis and/or computer operations will substitute for the bachelor's degree requirement on a year for year basis. Experience in business or public administration, statistics, research or a related field will substitute for the bachelor's degree requirement on a year for year basis.

#### **SPECIAL REQUIREMENTS (AGE, LICENSURE, REGULATION, ETC.):**

None.

#### **ADDITIONAL REQUIREMENTS:**

Upon appointment, employees in this class may be required to maintain a valid driver's license and required to drive a licensed vehicle. This status may be necessary for the length of time in this class. If this is necessary it will be listed in the specific position description for that position. Applicants and employees in this job title may be required to submit to a drug screening test and background check. Applicants and employees in positions which perform job duties that may require contact with offenders in the custody or supervision of the Department of Corrections or with youth in the care, custody, or supervision of the Department of Juvenile Justice must meet qualifications pursuant to the federal Prison Rape Elimination Act, 28 C.F.R.115.17 and 115.317.

**BENEFITS:** *Benefits are based on the position type (full-time versus part-time) and can be viewed on the Benefits Schedule within the [Employee Handbook](#).*

#### **HOW TO APPLY / APPLICATION PROCESS:**

**(DEADLINE: 9/6/2016 )**

[Posted on: 8/26/2016 ]

Applicants must create a state application by clicking on the COS Website listed below. Once your application has been created, please email your state application to Crystal Simpson before the closing date listed on the job announcement.

\*\*\*\*Applicants will NOT apply online through the COS website.

COS Website

<https://sjobs.brassring.com/TGWebHost/home.aspx?partnerid=20101&siteid=5031>

**Contact Name:** Crystal Simpson

**Contact Method:** 502-607-1541 or  
crystal.l.simpson10.nfg@mail.mil

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